



# COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

## CONSERVATION CAMP COUNSELOR

Job Number: 20001925

Job Code: 99150V161016

Job Group: 9900 - UNCLASSIFIED SERVICE

Job Established: 06/16/1982

Job Revised: 10/16/2016

Grade: 05 Salary (MIN - MID):

\$7,667-\$10,157 - Hourly

\$1,245.90-\$1,650.52 - 37.5 Hr. Monthly Salary

\$1,328.96-\$1,760.56 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

### PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

**CHARACTERISTICS OF THE JOB:** *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Instructs and assists in the instruction of campers in a program of archery, swimming, water safety, hunter safety, first aid or nature study; and performs other duties as required.

### MINIMUM REQUIREMENTS:

#### **EDUCATION:**

High school graduate.

#### **EXPERIENCE:**

NONE

#### **Substitute EDUCATION for EXPERIENCE:**

NONE

#### **Substitute EXPERIENCE for EDUCATION:**

NONE

### **SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

Must possess current certification in one of the following areas: Red Cross Water Safety Instructor; Red Cross Life Guard; Red Cross Life Guard Instructor; Red Cross Basic Life Saving; Red Cross Small Craft Instructor; Red Cross Standard First Aid; Red Cross Small Craft Safety; American Heart Association CPR; Red Cross CPR; Hunter Education Certificate; Hunter Education Instructor; NRA Instructor Certification; Bowhunter Education Instructor Certificate; Boater Education Certificate; or Basic Archery Instructor Training Certificate. Must maintain any required licensure(s), certification(s), or other credentials for the length of

employment in this classification. Employing agency is responsible for ensuring employee possesses and maintains required licensure(s), certification(s) or other credentials.

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION:** *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Instructs and assists in the instruction of campers in various conservation camp programs. Teaches and demonstrates applicable methods, principles and techniques. Works with young campers in developing sportsmanship, leadership and an appreciation for and an interest in the conservation of natural resources. Counsels campers and has responsibility for monitoring campers in their cabins at night. Leads general camping activities.

**UNIQUE PHYSICAL REQUIREMENTS:**

**TYPICAL WORKING CONDITIONS:** *Incumbents in the job will typically perform their job duties under these conditions.*

Works in a conservation summer camp for young people. Duties are performed in a rustic setting and most of the time are spent outside. May be called upon to work with young people attending the camp during the evening hours.

**ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

*THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.*